



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY, EUROPE, AND SEVENTH ARMY
DOD CONTRACTOR PERSONNEL OFFICE
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AEAGA-DOCPER (690-3G)

MEMORANDUM FOR Installation Access Control Office

SUBJECT: Waiver of Work and Resident Permits for "Contractors (based in the United States)"

1. Reference AE 190-16, subject: Installation Access Control, 5 Dec 2002.
2. Reference (at paragraph 11.d.) states that "Contractors (based in the United States)" may be required to have work and resident permits to obtain a Temporary Installation Pass (NTE 90 days). That requirement can be waived for those contractors who have applied for and been granted a "Request for Confirmation of Exemption from the Requirement to Obtain a Work Permit". The "Request for Confirmation of Exemption from the Requirement to Obtain a Work Permit" is often used by contractor employees performing work in Germany while in a short-term temporary duty (TDY) status, and who can qualify under one of the exemptions to the German Work Permit Ordinance (GWPO).
3. To waive the requirement for work and resident permits, the contractor employee must present to the IACO an approved "Request for Confirmation of Exemption from the Requirement to Obtain a Work Permit", signed and stamped by the Landesarbeitsamt (LAA) Baden-Wuerttemberg in Stuttgart.
4. The Temporary Installation Pass should be issued for no more than a 90-day period, since this is the maximum time for which an exemption under the GWPO may be granted.
5. For further information, contact the undersigned at DSN 375-3263, or CIV 0621-487-3263, e-mail, Armand.Lepage@cpocean.army.mil.

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